

Bath & North East Somerset Council

MEETING:	AVON PENSION FUND COMMITTEE
MEETING DATE:	6 December 2019
TITLE:	WORK PLANS
WARD:	ALL
AN OPEN PUBLIC ITEM	
List of attachments to this report: Appendix 1 – Investments Work plan Appendix 2 – Administration Work plan Appendix 3 – Committee Work plan Appendix 4 – Investments Panel Work plan Appendix 5 – Training Programme 2019-21	

1 THE ISSUE

- 1.1 Attached to this report are updated work plans for the Investments and Pensions Administration teams which set out the various issues on which work will be undertaken in the period and which may result in reports being brought to Committee.
- 1.2 In addition there is a work plan for the Committee and a separate one for the Investment Panel which set out provisional agendas for forthcoming meetings. The dates for future Committee and Panel meetings are also included.
- 1.3 The provisional training programme for 2019-21 is included as Appendix 5.
- 1.4 The work plans are consistent with the Service Plan but also include a number of items of lesser significance which are not in the Service Plan. The work plans are updated quarterly.
- 1.5 Member attendance at training events is recorded and reported annually in the Annual Report and Accounts. This will include a record of those members that have completed The Pension Regulators Knowledge and Skills Toolkit.

2 RECOMMENDATION

- 2.1 That the Committee notes the work plans and training programme for the relevant period.

3 FINANCIAL IMPLICATIONS

3.1 There are no financial considerations to consider.

4 THE REPORT

4.1 The purpose of the work plans is to provide members with an indication of their future workload and the associated timetable. In effect they represent an on-going review of the Service Plan. The plans are however subject to change to reflect either a change in priorities or opportunities / issues arising from the markets/regulations.

4.2 The provisional training programme for 2019-21 is also included so that Members are aware of intended training sessions and workshops. This plan will be updated quarterly. It also includes a summary of the work the committee undertakes to meet the requirements of CIPFA’s Knowledge and Skills Toolkit. It also includes workshops to cover aspects of training requested in the self-assessment exercise.

5 FUTURE MEETING DATES

5.1 Pension Committee meetings as currently scheduled:

2019	2020	2021	2022	2023
PC workshops: <ul style="list-style-type: none"> • 17 December Meeting <ul style="list-style-type: none"> • 6 December 	28 February (Strategy workshop) 27 March 26 June 25 September 11 December	26 March 25 June 24 September 10 December	25 March 24 June 23 September 16 December	24 March 23 June 22 September 15 December

5.2 Investment panel meetings as currently scheduled:

2020	2021
6 March 5 June 11 September 20 November	26 February 28 May 10 September 19 November

6 RISK MANAGEMENT

6.1 Forward planning and training plans form part of the risk management framework.

7 CLIMATE CHANGE

7.1 The Fund is implementing a digital strategy across all its operations and communications with stakeholders to reduce its internal carbon footprint. The Fund acknowledges the financial risk to its assets from climate change and is in the process of addressing this through its strategic asset allocation to Low Carbon Equities and renewable energy opportunities. The strategy is monitored and reviewed by the Committee.

8 OTHER OPTIONS CONSIDERED

8.1 None

9 CONSULTATION

9.1 The Council's Monitoring Officer and Section 151 Officer have had the opportunity to input to this report and have cleared it for publication.

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Background papers	None
Please contact the report author if you need to access this report in an alternative format	